

**OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT**

Healthcare Information Division

Accounting &amp; Reporting Systems Section

818 K Street, Room 400

Sacramento, California 95814

(916) 323-7685 FAX (916) 322-1442



December 18, 2002



Automated Licensing Information &amp; Report Tracking System

Dear Administrator:

Normally you would receive the Annual Utilization Report of Home Health Agencies/Hospices-2002 (i.e. the paper utilization report) at this time. However, beginning in 2003 Home Health Agencies/Hospices will submit their utilization data over the Internet using a web-based application called ALIRTS (Automated Licensing Information and Report Tracking System). This will allow you to prepare, validate, submit and revise your AUR over the Internet. Other benefits of ALIRTS include on-line access to reports submitted by other facilities and faster turnaround of electronic data products.

At this time no action on your part is required. This is simply an update on the ALIRTS project. The due date for submitting the 2002 data will be moved from March 15, 2003 to summer of 2003. The specific date has not been set. When ALIRTS becomes available, you will have to establish an account and designate an account administrator. In preparation for ALIRTS, please be sure that your clinic meets the following system requirements:

1. **Access to a personal computer (with the following minimum configuration)**
  - 133 MHZ processor with 64MB RAM
  - 28.8kps modem or faster
  - Microsoft Internet Explorer version 5.0 (or higher) – ALIRTS will not function properly with Netscape
  - 128-Bit Encryption browser security
2. **Internet Access (via Internet Service Provider)**
3. **E-mail**

To find out more about ALIRTS go to [www.oshpd.state.ca.us/hid](http://www.oshpd.state.ca.us/hid) and click on the ALIRTS link located at the bottom of the page. You can also contact OSHPD directly at (916) 323-7685 or email us at [alirts@oshpd.state.ca.us](mailto:alirts@oshpd.state.ca.us) for more information.

Sincerely,

A handwritten signature in cursive script that reads 'Michael B. Derrick'.

Michael B. Derrick, Supervisor  
Licensed Services Data & Compliance Unit